

Village of Birchwood
101 N. Main Street
PO Box 6
Birchwood, WI 54817



Ashley Beffa
ashley@birchwoodvillagewi.com
Phone: 715-354-3300
Fax: 715-354-7500

The Public Hearing and Regular Monthly Board of Trustees Meeting
of the Village of Birchwood was held on **Tuesday June 13th, 2023, at 6:00 P.M.**
at the **Birchwood Village Hall, 101 N Main St, Birchwood, WI 54817.**

(PLEASE NOTE THAT THIS MEETING MAY HAVE A DELAYED START TIME DUE TO THE PLAN COMMISSION COMMITTEE MEETING AND PUBLIC HEARING FOR UNLISTED USE)

MINUTES

Call meeting to order (Meeting is recorded)

Pledge of Allegiance -Recited at previously held Plan Committee meeting.

Roll call by Clerk: Present: R. VanGilder, B. Boatman, S. Milligan, T. LeBrocq, and R. Seffinga

Public Notice: Posted at the Birchwood Post Office, Village Hall, Gary's Grocery and Village Website and Chronotype.

-Police Monthly Report: May report-Adam has been working on spring clean-up and vehicle removal. Grass ordinance enforcement. 2023 fiscal year- EVOC certification completed. Adam participated in the active shooter training at Spooner school district. He is investigating the Doolittle Park sewage dumping complaint. There were lots of UTV's in town over Memorial Day weekend. VanGilder stated that going forward -he would like the dump station combination to be included on the Doolittle Park receipts.

- Public Works Report -May report on Sewer, Water, Streets, and Parks-Fee reported he has been working on sewer reports-correcting an error he made earlier this year. All the reports are corrected and up to date. He's been working on the CMAR. The sewer plant is looking good. Strand is working on patching. He hasn't been mowing due to the dry weather. Ron is having continual problems with the mower (see item #15). No parking signs have been ordered for Edenharter. Edenharter ended up 24.5 ft wide instead of 22 ft-error resulting in no charge to Village. Work on the Welcome sign will be starting soon. He received signs from Brian and is putting them on the ATV route. Strand will finish the fishing pier rails. The windows are done on fish house -he will be finishing the trim. Discussion on Doolittle sewage dumping. He's working on bids for crack filling. They will be getting ready for the Blue Gill Fest. Discussion to set time on upcoming Public Works meeting July 10th, 2023.

- BFCESD-Update on construction of new station-None

Correspondence- None

Citizen Comments on Agenda Items Only (Limit 3 minutes per person) Linda Zillmer commented on #22- Paul's Pizza Den's premises description is different from last year-wants BOT to approve with last year's description. #4 -LZ stated the Ordinance committee should have reviewed to allow more public comment. LZ doesn't think the Ordinance Committee should have been eliminated. Zillmer feels the Short-Term Rental's should be left in commercial zoned districts not residential.

AGENDA ITEMS:

1. Motion by Boatman 2nd by Milligan to approve the June 13th, 2023, agenda. Carried 5-0

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2. Motion by VanGilder 2nd by Seffinga to move July Regular Board of Trustees meeting to Monday, July 10th, 2023 at 5:30 pm- due to scheduling conflicts. Carried 5-0
3. Approve Meeting Minutes
 - a. Motion by Boatman 2nd by Milligan to approve the regular Board of Trustee meeting minutes- May 9th, 2023. Carried 5-0
 - b. Motion by Boatman 2nd by Seffinga to approve the meeting minutes from May 9th, 2023- Board of Review. Carried 5-0.
4. Financials
 - a. Motion by VanGilder 2nd by Seffinga to approve Bills, Payroll, and acceptance of Treasurer's Report – April 2023-Carried 5-0
 - b. Motion by VanGilder 2nd by Milligan to approve Bills, Payroll, and acceptance of Treasurer's Report – May 2023-Carried 5-0
5. Open Public Hearing- Citizen comments on the following Village Zoning Ordinance amendments recommended by the Planning Commission at the June 1st, 2023, meeting. VanGilder stated that regarding item 5.a.-the Planning Commission voted not to change the ordinance. (See comments below)
 - a. Ordinance Amendment 09-2023 Division 4 – RD Rural Development District
 - i. Sec. 28-121 – Permitted Uses
 1. Remove “Single-family dwellings”.
 - b. Ordinance Amendment 10-2023 Division 6 – CBD Central Business District
 - i. Amend Sec. 28-239 – Permitted Uses
 1. Remove “Multiple-family dwellings. Parking shall be required in accordance with article VIII of this chapter”.
 - c. Ordinance Amendment 11-2023 Division 7 – C-1 Community Business District
 - i. Amend Sec. 28-264 – Permitted Uses
 1. Remove “Multiple-family dwellings”.
 - d. Ordinance Amendment 14-2023 Changes and Amendments to Zoning Code
 - i. Amend Sec. 28.1048 – Changes and amendments, with the following changes:
 1. (d) Planning commission review (permitted, unlisted, and prohibited uses), hearing, and recommendation.
 - (1) The village clerk/treasurer shall transmit the petition to the planning commission.
 - (2) Hearing. The Planning Commission shall hold a public hearing upon each proposed change or amendment, giving notice of the time, place and the change or amendment proposed by publication of a Class 2 notice under Wis. Stats. ch. 985. The Planning Commission shall also give at least ten days prior written notice to the village clerk/treasurer of any municipality within 1,000 feet of any land to be affected by the proposed change or amendment.
 - (3) The village planning commission shall conduct a study and investigation of all proposed changes and amendments within the corporate limits and shall recommend that the petition be granted as requested, modified or denied. The recommendation shall be made within 60 days from which the petition is first received and shall be made in writing to the village board.
 2. Remove (e) Hearing.

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3. Move Village board action from (f) to replace (e) and Protest (g) to replace (f)

Linda Zillmer commented on the discussion held at the Plan Commission meeting regarding the above items A-C and the removal of single or multiple family dwellings. She warned that these properties will be nonconforming if these changes are made. Zillmer stated this will reduce residential housing in the Village. She asked why the BOT wouldn't want to allow those dwelling types in the above-mentioned zones. LZ would like to see the districts left as they are and only to allow tourist rooming houses in the Commercial District- since it is lodging and not for residents. VanGilder asked for any further comments, none noted. Motion by Boatman, 2nd by Seffinga to close the public hearing. Carried 5-0

6. Discussion and possible action on zoning amendments of what was discussed during the public hearing. VanGilder informed the Board that these were recommendations from the Plan Committee on June 1st, 2023, meeting. The Plan Committee voted not to change 6.a.

- a. Motion by Seffinga, 2nd by Boatman to leave Ordinance Amendment 09-2023 Division 4 – RD Rural Development District-Sec. 28-121 – Permitted Use- “Single-family dwellings.” as is with no change. Carried 5-0
- b. VanGilder stated that the Plan Commission didn't want to see residential homes being built in Commercial areas, such as Main Street. LeBrocq asked for clarification on where the districts begin and end. Beffa presented the Village Zoning map for review. Atwood explained that any existing structures would be grandfathered in and would need to go before the Plan Commission for any changes or alterations to be made. Atwood reiterated not to remove parking. Motion by VanGilder 2nd by Boatman to remove “Multiple-family dwellings” by amending Sec. 28-239 – Permitted Uses in the Ordinance Amendment-10-2023 Division 6-CBD Central Business District. Carried 5-0
- c. Motion by VanGilder, 2nd by Boatman to remove “Multiple-family dwellings” by amending Sec. 28-264-Permitted Uses. Ordinance Amendment 11-2023 Division 7 – C-1 Community Business District. Carried 5-0
- d. Ordinance Amendment 14-2023 Changes and Amendments to Zoning Code-Beffa stated that the current ordinance states the BOT sends to the Planning commission-then back to BOT-public hearing-BOT. The amendment was recommended by the Village attorney to streamline the process and save the Village money. Item 3 below will correct the changes in Municode. This is only for Zoning amendments-everything else will continue to go to the Board of Trustees.Motion by VanGilder 2nd by Boatman to approve the Ordinance Amendment 14-2023 Changes and Amendments to Zoning Code (see below) per the Planning Commission's recommendations. Carried 5-0
 - a. Amend Sec. 28.1048 – Changes and amendments, with the following changes:
 1. (d) Planning commission review (permitted, unlisted, and prohibited uses), hearing, and recommendation.
 - (1) The village clerk/treasurer shall transmit the petition to the planning commission.
 - (2) Hearing. The Planning Commission shall hold a public hearing upon each proposed change or amendment, giving notice of the time, place and the change or amendment proposed by publication of a Class 2 notice under Wis. Stats. Ch. 985. The Planning Commission shall also give at least ten days prior

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written notice to the village clerk/treasurer of any municipality within 1,000 feet of any land to be affected by the proposed change or amendment.

(3) The village planning commission shall conduct a study and investigation of all proposed changes and amendments within the corporate limits and shall recommend that the petition be granted as requested, modified or denied. The recommendation shall be made within 60 days from which the petition is first received and shall be made in writing to the village board.

2. Remove (e) Hearing.
 3. Move Village board action from (f) to replace (e) and Protest (g) to replace (f)
7. Discussion and possible action on ordinance amendments-Atwood informed the BOT that the Village currently has a Rental Housing Code that can no longer be enforced per State statutes. The ordinance change would only result in the Village losing the ability to inspect Short Term Rentals. Beffa discussed fees for the permit and possibly adding an initial fee at a higher rate. Joe added that the Village is only allowed to inspect at the initial permit and further permits would be renewals. Discussion on violation fee. -No less than \$25-no more than \$1000.
- a. Motion by Vangilder 2nd by Boatman to change Ordinance Amendment 12-2023 Article III – Short Term Home Rentals to remove Article III-Rental Housing Code and replace it with Article III-Short Term Home Rentals. Carried 5-0
 - b. Beffa informed the Board that we had a request for a mobile vendor in the Village. The Attorney recommended we get an ordinance in place to handle these requests. This ordinance protects our Village businesses. Vendors would have to own property or have permission from the property owner to park their trucks. They would not be allowed to park on public roads or public parks. Exception: Special Event permit applicants will be able to determine if they will allow food trucks at their events. Motion by VanGilder, 2nd by Boatman to change Ordinance Amendment 13-2023 - Direct Sellers. (see changes below i.-iii.) Carried 5-0
 - a. Amend Sec. 8-180 - Definitions.
 1. Add Mobile Vending Unit definition.
 - b. Amend Sec. 8-182 - Registration.
 1. Add (11) Proof of a Wisconsin's Sellers' Permit, if required.
 2. Add (12) Name and address of local agent for service of process.
 3. Add (13) Copies of all current licenses or permits required by the State of Wisconsin to carry on the planned activity governed by this Code.
 - c. Add Sec 8-187 Regulations of mobile vendor units.
 - c. Beffa gave an overview of the concerns from the last TNR. There weren't as many cats in the community as originally thought due to an error in counting. Motion by VanGilder, 2nd by Seffinga to add Sec. 4-126 Management of cat population; Permitted Cats to Ordinance Amendment 15-2023 Article – Caring of Animals. (see below 1-2 (b) Carried 5-0.
 1. (a) Definitions. For purposes of this Section, the following terms shall have the following meanings:
 - (1) "Community Cat" shall mean a cat that is abandoned, stray, lost, or feral and that may be cared for by a community cat caregiver, known or unknown, pursuant to this ordinance.

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(2) “Community Cat Caregiver” shall mean a person who provides feeding and medical care in accordance with and pursuant to the policy of Trap-Neuter-Return, while not being considered the owner, harborer, controller, or keeper of a community cat.

(3) “Trapper” a person who traps animals.

(4) “Eartipping” shall mean the removal of ¼ inch of a community cat’s left ear, performed while the cat is under anesthesia, in compliance with any applicable federal or state law, and under the supervision of licensed veterinarian, designed to identify the community cat as being sterilized and lawfully vaccinated for rabies.

(5) “Trap-Neuter-Return” shall mean the process of humanely trapping, sterilizing, vaccinating for rabies, eartipping, and returning community cats to their original location.

2. (b) Permitted Acts. The following actions shall be permitted in the municipality in pursuance of the process of Trap-Neuter-Return.

(1) Trapping, for the sole purpose of sterilizing, vaccinating for rabies, and eartipping community cats, in compliance with any applicable federal or state law, and under the supervision of a licensed veterinarian, where applicable.

8. Trap-Neuter-Return Policy

a. Motion by VanGilder 2nd by Milligan to Adopt Resolution 233-23 Trap-Neuter-Return Policy in accordance with Ordinance Amendment 15-2023 Article VI – Caring of Animals. Carried 5-0

9. Fee Schedule and Applications-Beffa discussed the new and revised fees. The office staff would like to see any non-profit organizations exempt from any application fees- due to the fact they benefit the community. Initial Short Term Rental permit fee will be \$250.00. A driveway permit fee was added-if not a part of the building permit. Provisional operator’s license fee was corrected to \$15. Boatman asked for clarification on who would decide what non-profit organizations would have the \$25 application fee waived. Beffa clarified the \$25 office application fee for special events, permits, etc. would fall under this and be at the office staff discretion.

a. Motion by VanGilder, 2nd by Milligan to adopt Resolution 232-23 Village of Birchwood Revised Fee Schedule and Applications with the addition of the Short-Term Rental initial permit fee of \$250.00. Carried 5-0

10. Birchwood/MSA Project Updates-All projects are on schedule.

a. Water Tower Rehab-Nick/MSA updated the board on the progress. They will meet the 6-30-2023 application deadline. Concern voiced over additional safeguards for paint splattering.

b. Corrosion Control Improvements-Contracts submitted a week ago.

11. Authorized Representative to File Applications for Financial Assistance Form State of Wisconsin Environmental Improvement Fund-Britta-MSA needs this passed in order to qualify for grants.

a. Motion by VanGilder 2nd by Seffinga to adopt Resolution 234-23 Resolution Authorized Representative to File Applications for Financial Assistance Form State of Wisconsin Environmental Improvement Fund. Carried 5-0.

12. Declaring Official Intent to Reimburse Expenditure-MSA (Britta) support for funding applications.

a. Motion by VanGilder 2nd by Boatman to adopt Resolution 235-23 Declaring Official Intent to Reimburse Expenditure. Carried 5-0

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13. Founders Park-Lisa Damon thanked the Village and community for the help/support with the Damon Avenue Road name change. Lisa thanked Bob Hayes and the Historical Society. The Damon family is having a reunion on Aug 5th to dedicate Damon Avenue. They would like to start a Founder's Park to help recognize and preserve the history of the community. The Morey House is one option for a location and the other is on the side of the Log Museum. The Damon family purchased a bench that will be put at the cemetery. They plan to put another bench in the Founder's Park along with a tree. The Damon family will raise funds to help support the legacy of her family. VanGilder stated the Plan Commission discussed this and agreed the horseshoe pit area would be a great spot. The pits could be removed and picnic tables, Damon and Depoister memorial benches, and a grill could be installed. Hayes stated they would like to get citizen input. Hayes asked about the Village property near the alley by the Morey House. Beffa inquired about the possibility of this property being used for the site of a new hall in the future. LeBrocq questioned if a park is allowed in a CBD zoned district. Tucker asked about using the Village property by the East Hills. Hayes asked if the area by the Historical Society would be grandfathered in since it is already considered a park. Motion by VanGilder 2nd by Seffinga to possibly open a Founder's Park by the Morey House or the Historical Society building. Carried 5-0
14. Tennis Court-The Dowd Foundation would like to see the court repaired. Beffa stated this would be a complete reconstruction. Beffa discussed grants. The project would be approximately \$175,000. The competitive grant could potentially fund ½ of the project. MSA would help with the application. The Dowd Foundation indicated they would fund ½ the project or match what they paid last time. They would like to see 1 court left as a tennis court-not a pickleball court. Diagrams of possible construction options were provided for review. The school supports this. Beffa feels the Village should pay the application fee for the grant. Motion by VanGilder, 2nd by Seffinga to approve the reconstruction of the Birchwood Tennis court. The Village of Birchwood will do its due diligence in preparing the paperwork for the grant money and the project will be funded by donations. Carried 5-0.
15. Plan Commission Committee Member Replacement
 - a. Motion by VanGilder to nominate Bob Hayes as the new Plan Commission Committee (citizen) member in place of Paul Parkos for the remaining 2023-2024 term. 2nd by Seffinga. Carried 5-0
16. Village Hall Furnace Replacement – Estimate from Lehnert for \$5500 and Advanced Solutions-\$5866. VanGilder asked Beffa if we could just pay cash for it. Beffa stated it wasn't in the budget. Discussion on delaying installation and the possibility of the cost going up. Beffa asked to table this item until after the financial mid-year report in July. VanGilder agreed. Tabled. It will be put on the August or September agenda. VanGilder asked Beffa to contact the contractors with an update.
17. Consumer Maintenance Annual Report-Fee presented the grades. Groundwater is a D due to ground surface well in the pasture-it is gradually getting better. The well is outside of our property which lowers the grade. There were no animals in the field this year which Tucker believes will improve our grade. Our chemical numbers are doing good and fall within the DNR guidelines. The pond rating is B for water loss. A-Staffing - Operator Certificate-C (Ron and Tucker's certificates haven't been entered in the DNR system yet.) Motion by VanGilder 2nd by Seffinga to approve 2022 CMAR. Carried 5-0.
18. LS Mower Replacement -The LS mower is 3 years old and has had constant problems. Estimates: Baribeau-\$4999 with \$300 discount and \$1000 trade in. John Deere-\$5999. VanGilder asked Strand to check on financing through Baribeau Implement to see if they offer 0% financing. Beffa will check with Dairy State as well. Motion by VanGilder 2nd by Milligan to approve the purchase of the Bush Hog through Baribeau Implement for \$3699 with 0% financing through Baribeau. Carried 5-0

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19. Front End Loader-Strand reported-The rear axel sensor was disconnected prior to us purchasing it. There is a problem with the differential. The estimate to fix it is \$12595.39 (worst case scenario). There have already been a lot of repairs made to the loader. Beffa asked if it was worth sticking anymore money into. Strand feels it is. VanGilder suggested tabling this until after the financial report next month.
Tabled.
20. HIS Adult First Aid Certification-Dan has completed the certification requirements of Adult/Child/Infant First Aid-CPR AED. Beffa asked if the Board would like to offer an incentive for continued education comparable to what the office staff receives. Motion by Seffinga, 2nd by Milligan to increase Dan's wage by .50/ hour. Carried 5-0.
21. Special Event Permit
 - a. Lion's Club Bluegill Festival-July 21st-23rd, 2023.
 - a. Motion by Seffinga 2nd by VanGilder to approve Music on Main Street, Elm Ave to Chetac Ave. with the Friday and Saturday festival ending time of 1:00 a.m. Carried 5-0
22. Block/Street Closing Permit
 - a. Lion's Club Bluegill Festival July 21st-23rd, 2023
 - a. Motion by LeBrocq 2nd by Milligan to approve the application to close Main Street from Elm Ave to E. Chetac Ave during the Blue Gill Festival for the items listed below a-c. Carried 5-0
 - a. Music Tents on Main Street
 - b. Parade from Catholic Church down Main Street
 - c. Water fights
23. Alcohol Beverages in Public areas
 - a. Motion by Seffinga 2nd by Boatman to waive Ordinance Article VI. - Offenses Involving Alcohol Beverages Sec. 16-355 © during Bluegill Festival-July 21st-23rd, 2023. Carried 5-0
24. Temporary Class "B" Retailers Licenses
 - a. Lion's Club Bluegill Festival July 21st-23rd, 2023
 - a. Motion by Boatman, 2nd by LeBrocq to approve the temporary liquor licenses for Main Street from Elm to Park, Rest Park, and Firehall and for the Baseball Field (All of Lot 8, Block 8) including concessions stand and inventory trailer. Carried 5-0
25. Renewal Alcohol Beverage License Applications (July 1st, 2023-June 30th, 2024)-see folder.
 - a. Munmeet LTD-Business Name: Gary's Grocery-Successor Agent-Gurjit Duhela-Motion by Seffinga, 2nd by Milligan to approve below requests- i.-iii. Carried 5-0.
 - a. Request from Maninder Duhela to approve Successor Agent-Gurjit Duhela
 - b. Class "A" Beer
 - c. "Class A" Liquor
 - b. Motion by LeBrocq, 2nd by Milligan to approve the Class "B" and "Class B" liquor license for MBGB Holdings LLC-Business Name: Blue Gill Bar-Agent- Mary Lynn Manka. Carried 5-0.
 - c. Motion by Seffinga 2nd by Boatman to approve the Class "B" Beer and "Class B" Liquor license for Bear Tracks Bar & Grill-Agent: Nathan E. Wittmer. Carried 5-0.
 - d. Motion by VanGilder 2nd by LeBrocq to approve the Class "B" Beer and "Class B" liquor license for P & L Adventures LLC-Trade Name-Paul's Pizza Den-Agent: Paul S. Parkos with the same premises description as 2022. Carried 5-0.

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- e. Motion by Boatman 2nd by Milligan to approve the Class “B” Beer and “Class C” Wine license for QCorbel LLC-Trade Name: The Birchwood Café-Agent-Tyler LeBrocq. LeBrocq abstained from voting. Carried 4-0.
 - f. Motion by Milligan 2nd by Seffinga to approve the Class “B” Beer and “Class C” Wine license for Eds Pit Stop LLC-Trade Name: Ed’s Coffee & Trading Company-Agent: Stacy D Rurup. Carried 5-0.
 - g. Motion by Milligan 2nd by LeBrocq to approve the Class “A” Beer and “Class A” liquor license for Amrik Enterprises LLC-Trade Name: Jason Market-Agent” Maninder K. Duhela. Carried 5-0
 - h. Motion by LeBrocq 2nd by Seffinga to approve the Class “A” Beer and “Class A” liquor license for Synergy Community Cooperative-Business Name: Birchwood Cenex-Agent: Heleyna Kasten. Carried 5-0.
 - i. Motion by Boatman 2nd by Seffinga to approve the “Class A”, Class “A” Beer license for DolgenCorp, LLC-Business Name- Dollar General Store #23731-Agent: Jessica Allen. Carried 5-0
 - j. Motion by Boatman 2nd by Seffinga to approve the “Class C” Wine license for Bakery & Coffee House LLC-Agent: Bridget A. Milligan. Steve Milligan abstained from voting. Carried 4-0.
26. Operator’s License (July 1st, 2023-June 30th, 2024)-see folder.
- Primary place of employment where license will be used.
- a. Gary’s Grocery-Motion by LeBrocq 2nd by Seffinga to approve license for Applicants: Gurjit Duhela, Lori Clark, Pamela Landes, Julie Olmstead. Carried 5-0
 - b. Jason Market-Motion by Seffinga 2nd by LeBrocq to approve license for Applicants: Maninder Duhela, Amy Sherman, Claudia Lapcinski, Kimberly Lane, Victoria Corton, Paige Rudolf. Carried 5-0
 - c. Bear Tracks Bar and Grill-Motion by Milligan 2nd by LeBrocq to approve license for Applicants: Nate Wittmer, Mark Jefson, Kitty Jefson, Jacqueline Anderson. Carried 5-0
 - d. The Birchwood Café-Motion by Seffinga 2nd by Milligan to approve license for Applicants: Tyler LeBrocq, Jennifer Shannon. LeBrocq abstained from voting. Carried 4-0.
 - e. Blue Gill Bar-Motion by Milligan 2nd by LeBrocq to approve license for Applicants: Mary Manka, Jayda Glenz, Mathew Springer, Sarah Mullen, Jason Lynch, Jacob Lynch, Eden Nelson. Carried 5-0.
 - f. Paul’s Pizza Den-Motion by Milligan 2nd by Seffinga to approve license for Applicants: Lisa M Parkos, Paul S Parkos, Shannon M Odalen, Rhonda M Schultz, Payton R Schultz, Greg Hayes, Mikayla Falstad, Jodene Skar. Carried 5-0
 - g. Ed’s Coffee & Trading Company-Motion by Seffinga 2nd by LeBrocq to approve license for Applicants: Stacy Rurup, Jennifer Garrett, Wendy Myers, Anna Leamy. Carried 5-0
 - h. Birchwood Cenex-Motion by LeBrocq 2nd by Milligan to approve licenses for Applicants: Heleyna Kasten, Landon Gindt, Alexis Streit, Mitchell Villiard, Kevin Kielas, Valerie Wing, Logan Saldana, Amberiel Jones. Carried 5-0
 - i. Dollar General Store #23731-Motion by Boatman 2nd by Milligan to approve license for Applicants: Jessica Allen (Agent), Jeanne Zimmerman. Carried 5-0.

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- j. Bakery & Coffee House LLC-Motion by Seffinga 2nd by LeBrocq to approve license for Applicants: Bridget A. Milligan. S. Milligan abstained from voting. Carried 4-0.
- 27. Temporary Operator's License-Bluegill Festival (July 21st-23rd, 2023)-see folder.-Motion by Boatman 2nd by LeBrocq to approve temporary license for Applicants: Darren Skar, Rocky VanGilder, Candyce VanGilder, Randall Seffinga, Robert Hayes, Jordan Clark, Carrie Schnacky. Seffinga and VanGilder abstained from voting. Carried 3-0
- 28. Application for Cigarette and Tobacco Products Retail License- (July 1st, 2023-June 30th, 2024)-see folder.
 - a. Motion by VanGilder, 2nd by Milligan to approve the cigarette license for MBGB Holdings LLC-Blue Gill Bar. Carried 5-0.
 - b. Motion by Seffinga 2nd by Milligan to approve the cigarette license for Amrik Enterprises LLC-Jason Market. Carried 5-0.
 - c. Motion by Milligan, 2nd by Seffinga to approve the cigarette license for Munmeet LTD-Gary's Grocery. Carried 5-0
 - d. Motion by Boatman 2nd by Milligan to approve the cigarette license for Dolgencorp LLC-Dollar General Store #23731. Carried 5-0
 - e. Motion by Milligan 2nd by LeBrocq to approve the cigarette license for Synergy Community Cooperative-Birchwood Cenex. Carried 5-0
- 29. Adjournment-Motion by VanGilder 2nd by Seffinga to adjourn. Carried 5-0

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